



## New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective
Title	10	Human Services	Date:
Chapter	126	Manual Of Requirements For Family Child Care Registration	8/25/2009
Subchapter:	6	Safety, Health And Program Requirements For Providers	
Section	10	<b>Injury to a child while in the provider's care (N.J.A.C. 10:126-6.10)</b>	

### §10:126-6.10 Injury to a child while in the provider's care

(a) When an incident resulting in injury to a child occurs while in the provider's care, the provider shall take the necessary action to protect the child from further harm and arrange for any necessary emergency medical attention. The provider shall notify the child's parent(s):

1. Immediately in the event of an injury that requires professional medical attention; or
2. By the end of the operating day, if the injury does not require professional medical attention.

(b) Basic first aid supplies shall be in the home, and shall be stored out of children's reach but readily accessible to the provider, and shall minimally include: adhesive tape, band-aids, gauze pads, gauze roller bandage, disposable, non-latex gloves, cold pack, scissors, tweezers and thermometer.

(c) Telephone numbers of the nearest police department, fire department, ambulance service or rescue squad, and poison control center, the provider's address, and the telephone number through which the provider can be reached shall be posted in a readily accessible area of the home.

(d) The provider shall maintain on file a record of injuries sustained by a child while under the provider's care that receive professional medical attention. The record shall include:

1. The name of the injured child;
2. The date, time and location of the incident;
3. A written description of the:
  - i. Incident;
  - ii. Injury to the child;

iii. Follow-up action taken by the provider, including application of first aid and consultation or treatment by a medical professional, if applicable; and

iv. Names of witnesses to the incident.

(e) The provider shall provide to the child's parent a copy of the record specified in (d) above by the end of the next working day after the incident or injury.